



Continental Shelf Associates, Inc.

"Applied Science and Technology"

**759 Parkway Street
Jupiter, Florida 33477-9596
Telephone: (561) 746-7946
Telefax: (561) 747-2954
www.conshelf.com**



7 November 2003

Mr. Barry S. Drucker
Contracting Officer's Technical Representative
U.S. Department of the Interior
Minerals Management Service
Leasing Division
Sand and Gravel Program
381 Elden St., MS 4010
Herndon, Virginia 20170

Subject: Progress Report 1 for MMS Contract No. 0103CT72020

Project Title: Analysis of Potential Biological and Physical Impacts of Dredging on Offshore Ridge and Shoal Features

Dear Mr. Drucker:

This letter serves as Progress Report 1 for Minerals Management Service (MMS) Contract No. 0103CT72020. The contract was awarded to Continental Shelf Associates, Inc. (CSA) on 24 September 2003. The study is titled Potential Biological and Physical Impacts of Dredging on Offshore Ridge and Shoal Features, hereafter referred to as the Shoals 2 study. CSA team members also include personnel from Applied Coastal Research and Engineering, Inc.; Barry A. Vittor & Associates, Inc.; Bean Stuyvesant, L.L.C.; and Rutgers Institute of Marine and Coastal Studies. Progress Report 1 covers the period 24 September to 7 November 2003.

1. Summary of Work Accomplished: All project participants have been notified of the CSA contract award for the Shoals2 study. CSA has restudied the contract requirements of three other related shoal studies previously funded by the MMS at a total cost of (\$887,000). The Shoals 2 study may benefit greatly from reported results for the three precursor studies. CSA has proposed that it would be in the best interest of the MMS for CSA to wait for the Final Reports of these three related studies so that the results can be considered in the Task 1 Program Development of the CSA study. If the three related precursor studies meet schedule requirements as described below, there should be no schedule ramifications to the CSA study. However, if it appears that a delay in report completion will occur for any of these studies, particularly for the first study listed below concerning dredging technologies, the CSA team will use existing published information as of November 2004 to complete the Shoals 2 study on time.

Review of Existing and Emerging Environmentally-Friendly Offshore Dredging Technologies, hereafter referred to as the Dredging Technologies study (\$177,000). The CSA study may benefit greatly from results derived from the Dredging Technologies study.

CSA costed its study based on the assumption that the Dredging Technologies study final report would be used as input for the Shoals 2 study. As such, CSA is dependent on receiving appropriate and high quality information in deliverables prepared for the Dredging Technologies study. The Dredging Technologies study contract was awarded on 6 August 2003 and requires delivery of the Draft Manuscript approximately 12 months after contract award. That contract also requires delivery of the Final Manuscript within 30 days of receipt of MMS comments. If the MMS takes 30 days to review the Draft Manuscript, it seems reasonable to assume that the Final Manuscript will be available to CSA approximately 14 months after the contract award, or 6 October 2004.

Environmental Investigation of the Use of Shoals Offshore Delaware and Maryland by Mobile Benthos and Finfish Species, hereafter referred to as the Shoals 1 study (\$500,000). The Shoals 1 Final Report is due January 2005.

Focused Analysis/Review of Benthic Assemblages on Ridge and Shoal Features of the US East and Gulf of Mexico Coasts, hereafter referred to as the USGS study (\$210,000). The USGS Final Report is due during Fall 2003

Task 1. Program Development: Program Development is to occur through May 2005.

Task 2. Draft and Final Technical Manuscript: The Draft Technical Manuscript is due in September 2005 (24 months after contract award).

Task 3. Draft and Final Technical Summary: This task will commence after the Final Technical Manuscript has been approved by MMS personnel.

Task 4. Draft and Final Non-Technical Summary: This task will commence after the Final Technical Manuscript has been approved by MMS personnel.

Task 5. Scientific/Engineering/Technical Journal: This task will commence after the Final Technical Manuscript been approved by MMS personnel.

Task 6. MMS Information Transfer Meeting or Scientific/Technical Conference: This task will commence after the Final Technical Manuscript been approved by MMS personnel.

Task 7. Bi-Monthly Progress Reports: This is Progress Report 1 of 18 over the lifetime of the project.

Task 8. Presentation Slide Sets: This task will commence after the Final Technical Manuscript been approved by MMS personnel.

Task 9. Spatial Data Files: This task will be concurrent with production of the Draft and Final Technical Manuscript in Task 2.

Task 10. Program Management and Control Requirements: Close communication occurred between the Contracting Officer's Technical Representative from MMS and the Program Manager from CSA. Frequent contact among personnel from CSA; Applied Coastal Research and Engineering, Inc.; Barry A. Vittor & Associates, Inc.; Bean

Stuyvesant, L.L.C.; and Rutgers Institute of Marine and Coastal Studies enhanced project implementation.

Task 11. Data Management. Data collection and analyses, as well as numerical modeling efforts, follow the highest quality control and assurance standards to ensure data quality and proper analysis procedures.


2. Significant Problems: None.

3. Major Technical Findings: None.

4. Major Activities for Next Two Months. CSA will wait for production of the Final Reports from three related precursor studies as described in Item 1, Summary of Work Accomplished.

If you have any questions concerning this Progress Report, please contact me at (561) 746-7946 (voice), (561) 747-2954 (fax), or via e-mail at rhammer@conshelf.com.

Sincerely,

A handwritten signature in black ink that reads "Richard M. Hammer". The signature is written in a cursive, flowing style.

Richard M. Hammer, Ph.D.
Program Manager

cc: James Kendall, Chief, Branch of Environmental Studies
Richard P. Bolick, Contracting Officer
Sarah Tsofilas, Contract Inspector